

## U.S. Department of Labor

Employment and Training Administration  
The Curtis Center, Suite 815 East  
170 S. Independence Mall West  
Philadelphia, PA 19106-3315  
(215) 861-5500 Fax: (215) 861-5520



Reply to the Attention of: II TGJ/OSA

October 15, 2004

### REGIONAL BULLETIN - JOB CORPS NO. 05-03

**TO:** ALL REGION II JOB CORPS CENTER DIRECTORS  
ALL REGION II JOB CORPS CIVILIAN CONSERVATION  
CENTER DIRECTORS THROUGH AGENCY PARTNERS  
ALL REGION II CENTER OPERATORS  
ALL REGION II PROJECT MANAGERS  
MCNEELY PIGOTT & FOX

**SUBJECT:** REGION II BCL/CTS JOB DEVELOPER CONFERENCE

1. **Purpose:** To announce the location and registration procedures for the Region II BCL and Job Developer Conference to be held December 8-9, 2004.
2. **Action:** Each attendee must register with McNeely Pigott & Fox (Attn: Megan Smith) and reserve sleeping rooms at the Marriott Baltimore Inner Harbor NO LATER THAN November 12.

**A non-refundable registration fee of \$25.00 is required for all attendees.** Please make checks payable to **MP&F**. Mail the registration form (attached) and the registration fee to:

Megan Smith  
McNeely Pigott & Fox  
611 Commerce Street, Suite 2800  
Nashville, TN 37203

For more information, please contact Megan Smith at (615) 259-4000 or [msmith@mpf.com](mailto:msmith@mpf.com).

3. **Attendees:** **ALL** center BCLs and one Job Developer from each CTS contract are **REQUIRED TO ATTEND**. If your center does not have a BCL, you need to appoint someone to represent the center at this very important conference.

If you are unsure who should attend, please contact your project manager.

Dress is casual.

**4. Location:**

The location of the training will be:

**Marriott Baltimore Inner Harbor  
110 South Eutaw Street  
Baltimore, MD 21201  
Phone: (410) 962-0202**

Many of Baltimore's charming attractions are within blocks of the hotel, including Orioles Park at Camden Yards, the Ravens' M&T Bank Stadium, the Baltimore Convention Center, and the Inner Harbor.

A block of rooms has been reserved for the nights of December 7, 8 and 9. The government room rate is \$133 for single/double occupancy. All rates are subject to 12.5 percent state and occupancy taxes.

**You must register with the hotel NO LATER THAN November 12.** To receive the above room rate, you must identify your affiliation with the **U.S. Department of Labor** when you call.

Meals and hotel accommodations are the responsibility of each attendee. Center operators/partners are to use funds for staff travel already provided in their operating budgets. In all cases, reimbursements will not exceed the limits set forth in the Federal Travel regulations.

Daily Parking Charge: \$18.00

**From BWI Airport:**

Take I-295 toward Baltimore. I-295 becomes Russell Street. Turn right on Pratt Street. Turn left on South Eutaw Street.

**From the North:**

Take I-95 south to Exit 53, I-395N Downtown. Continue onto Howard Street. Turn left onto Lombard Street. Turn left onto Eutaw Street.

**From the South:**

Take I-95 north to Exit 53, I-395 Downtown. Follow four lights to Lombard Street, turn left. Go one block, turn left onto Eutaw Street.

**Getting to and from the Airport**

Bus service – average minimum charge is \$18.00

Limousine – average minimum charge is \$50.00

Subway/Rail – average minimum charge is \$3.00

Taxi – average minimum charge is \$25.00

<http://www.travelto-baltimore.com/accommodations.shtml>

**5. Agenda:** The training will begin at 1:00 p.m. on Wednesday, December 8, and conclude at 4:30 p.m. on Thursday, December 9. Travel arrangements should be made accordingly.

Emphasis will be placed on creating job development teams on center, building employer partnerships and identifying jobs for students.

**6. Inquiries:** Any questions regarding this bulletin or training should be addressed to Joe Nagel at (215) 861-5517 or to your designated Government Authorized Representative.

**LYNN A. INTREPIDI**  
**Regional Director**  
**Office of Youth Services & Job Corps**

Attachment

**JOB CORPS REGION II  
BCL/CTS JOB DEVELOPER CONFERENCE**

**REGISTRATION FORM**

**DUE – November 12, 2004**

<b>NAME</b>				
<b>TITLE</b>				
<b>ORGANIZATION</b>				
<b>ADDRESS</b>				
<b>CITY/STATE/ZIP</b>				
<b>E-MAIL</b>				
<b>PHONE NUMBER</b>				
<b>RECEIPT NEEDED</b>		<b>YES</b>		<b>NO</b>
<b>SPECIAL ACCOMMODATIONS NEEDED:</b>				

**Training Fee:                      \$25.00**

**Make checks payable to MP&F (No refunds)**

**Mail registration form and fee to:**

**ATTN: Megan Smith  
McNeely Pigott & Fox  
611 Commerce Street, Suite 2800  
Nashville, TN 37203**